

**UNITED STATES DISTRICT COURT
CENTRAL DISTRICT OF CALIFORNIA**

CONTRACT INTERPRETER PURCHASE AGREEMENT AND INVOICE

Name: _____

Mailing Address: _____

Language: _____ Month: _____ Year: _____

Date	A.M.		P.M.		Total Hours	Half? Full?	\$ Rate	Other Claim	Total Claim
	In	Out	In	Out					
Total Claim:									

I hereby certify that I rendered the services described herein, that said services were rendered in accordance with the Contract Court Interpreter Services Terms and Conditions, and that no other federal court unit, Federal Public Defender, Community Defender Organization, or other attorneys or entities obtaining interpreting services under the CJA or the Defender Services appropriation has been or will be billed for the same period of service or travel expenses. I have read and I understand the contract interpreter agreement on page 2 of this form.

Signature

Executed on

Contracting Officer/Authorized Representative

Approved for Payment on

**UNITED STATES DISTRICT COURT
CENTRAL DISTRICT OF CALIFORNIA**

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Date	Case Name	Case Number	Proceeding	Certification of Attendance

CONTRACT INTERPRETER AGREEMENT

1. **Compensation:** Full day/half day (AO certified, Professionally Qualified, CA certified): \$388.00/\$210.00
Full day/half day (CA registered):.....\$305.00/\$165.00
Full day/half day (Language skilled):..... \$265.00/\$147.00

The half-day rate is paid for services up to 4 hours in one day; the full-day rate is paid for services in excess of 4 hours up to 8 hours in one day. Interpreting during any period may or may not be limited to any one proceeding and you may be assigned to several cases, as needed. Submit the original invoice with the appropriate signatures and assignment sheet(s) to: US Courthouse, Rm 541, 312 N. Spring St., LA, CA 90012. The government is obliged to pay the contract court interpreter within 30 days of receipt of a proper invoice.

2. **Overtime:** Overtime/hourly rates apply if the workday exceeds 8 hours (4 hours, if an afternoon-only assignment,) not including lunch periods and breaks. The hourly overtime rate for Certified or Professionally qualified interpreters is \$55.00 per hour; for CA registered interpreters the rate is \$45.00 per hour, and for Language skilled interpreters the rate is \$35.00 per hour. If a contract interpreter works for two or more different entities within the judiciary, such as a court and a Federal Public Defender or appointed CJA counsel, in one day, the total amount billed to the different accounts must not exceed the full-day rate plus overtime and travel costs, if any.

3. **Mileage:** Local free-lance interpreters will not receive reimbursement for mileage, parking, taxis or public transportation when courts are within normal commuting distance. This court has defined normal commuting distance as 30 miles, one-way. Travel expenses from the interpreter's residence to the court location, if beyond the normal commuting distance, may be reimbursed by the court at the rate established by the Administrative Office of the United States Courts.

4. **Cancellation:** If you are notified of the cancellation at least 24 hours prior to the scheduled proceeding, not counting weekends or federal holidays, no cancellation fee will be paid. If you are notified of the cancellation less than 24 hours before the scheduled proceeding, not counting weekends or federal holidays, the court will compensate you with a cancellation fee equal to the applicable half or full-day rate.

5. **Agreement:** I agree to the terms and conditions above. I understand that the *Contract Interpreter Services Terms and Conditions* document that I previously signed is on file in the Interpreter Services office, and that it is hereby incorporated by reference. I also understand that these terms and conditions will remain in effect throughout the current fiscal year, or until I receive notice, in writing, from the Court of any changes. I also understand that this purchase agreement and invoice, the Judiciary Staff Travel Regulations, and the Court Interpreter Management Plan are available on the court's Internet home page for review, download, and printing, at (www.cacd.uscourts.gov/Interpreters).